

**LAKE HAVASU UNIFIED SCHOOL DISTRICT NO.1**  
2200 Havasupai Blvd., Lake Havasu City, AZ 86403

**Governing Board Minutes**

July 10, 2017

**REGULAR MEETING:**

1. Routine Opening of Meeting - Call to Order

The Regular Meeting of the Governing Board of Lake Havasu Unified School District No. 1 was called to order by Governing President, Nichole Cohen, in the District Boardroom, 2200 Havasupai Blvd., Lake Havasu City, Arizona at 5:00 p.m., on July 10, 2017.

1.1 Moment of Silent Prayer or Reflection

1.2 Roll Call

BOARD MEMBERS PRESENT:

Nichole Cohen, President  
John Masden, Vice President  
Pat Rooney, Member  
Alan Ward, Member

BOARD MEMBERS ABSENT:

Kathy Cox, Member

ADMINISTRATION PRESENT:

Diana Asseier, Superintendent  
Denise Miner, Director of Personnel/Technology  
Brad Gardner, Director of Educational Services  
Michael Murray, Director of Business Services  
Aggie Wolter, Director of Special Services  
Connie Hogard, Principal, Smoketree  
Claude Sanders, Principal, Havasupai  
Andrea Helart, Principal, Jamaica  
Mari Jo Mulligan, Principal, Thunderbolt  
Martha Jo Thompson, Secretary

Others: 9

1.3 Pledge of Allegiance

1.4 Call for an Executive Session - none

1.5 Call for Budget Hearing

BUDGET HEARING: ARS 15-905-01, ARS 15-905

1. Budget Hearing 2017-18 Expenditure Budget - Mr. Murray provided the following information:

The District must adopt a 2017-18 budget no later than July 15, 2017, and file the adopted budget with the Mohave County School Superintendent and Superintendent of Public Instruction no later than July 18, 2017. The proposed budget summary was posted on the Arizona Department of Education Website on June 28, 2017.

In accordance with A.R.S. 15-905(A)(2), districts that maintain a website must provide a link on their website to ADE's website where the district's proposed budget summary can be viewed. Districts must also e-mail the School Finance Budget Team a clickable link to their web page where the link to the proposed budget was placed. A copy of the e-mail and a screen shot of the website will be retained in the file located in the district's business office.

The full proposed and adopted budgets are kept on file at the District Business Office and in the Governing Board minutes and are made available to the public upon request.

The attached summary pages are provided as background for the Budget Hearing.

2. Call to the Public - none

President

3. Recognition of Visitors

President

- Update on the NT3 Grant - Brad Gardner

Mr. Gardner gave an update on the NT3 Grant. This Grant is to help us train and retain our teachers. It is a one year Grant in the amount of \$70,000. We already have 25 staff members committed to National Board candidacy.

- Lake Havasu City Education Association (LHCEA) - no report

#### 4. Consent Agenda (Action Items)

##### 4.1 Approval of Consent Agenda

President

###### 4.1.1 Approval of Minutes:

Regular Session of June 20, 2017

Special Session of June 13, 2017; June 27, 2017

Executive Session of June 13, 2017

Work Session of June 13, 2017

###### 4.1.2 Approval or Modification of Agenda

###### 4.1.3 Personnel Report: Certified; Employment, Separation, Exception to Policy, Long Term Medical, Other. Support Staff; Employment, Separation, Exception to Policy, Long Term Medical, Other.

Mr. Masden moved, seconded by Mr. Ward, to approve the Consent Calendar as presented.

ROLL CALL VOTE: Masden: YES, Rooney: YES, Ward: YES, Cohen: YES

#### 5. Old Business (Action Items)

##### 5.1 Second Presentation/Review of Revised Policies EFDA Collection of Money/Food Tickets, and JL Student Wellness

Mr. Murray recommended that the Board approve the second presentation of revised Policies EFDA Collection of Money/Food Tickets, and JL Student Wellness.

Per Arizona School Boards Association Policy Services Advisories, dated April 2017, the following policy revisions are being presented:

Policy Advisory No. 586 and 587 EFDA — Collection of Money/Food Tickets and JL — Student Wellness.

The United States Department of Agriculture has provided guidance related to unpaid meal charges through Department Memos SP 46-2016, 47-2016, and SP 23-2017, "Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments." Guidance provided in these memos has been incorporated into Policy EFDA and JL. Please note that ASBA Policy Services has established specific conditions related to Meal Charges in Policy EFDA (see items A, B, & C in the text) that are suggested by Policy Services but not mandated by USDA. However, USDA does mandate that conditions are established by districts. As long as districts comply with USDA guidance, these conditions can be locally determined.

No changes have been made since the First Presentation of June 20, 2017.

Mr. Masden moved, seconded by Mr. Ward, to approve 5.1 as presented.

ROLL CALL VOTE: Masden: YES, Rooney: YES, Ward: YES, Cohen: YES

##### 5.2 Second Presentation/Review of Revised Policies EEAG, EEAG-R Student Transportation in Private Vehicles, and EEB Business and Personnel Transportation Services

Mr. Murray recommended that the Board approve the second presentation of revised Policies EEAG, EEAG-R Student Transportation in Private vehicles, and EEB Business and Personnel Transportation Services

Per Arizona School Boards Association Policy Services Advisories, dated April 2017, the following policy revisions are being presented:

Policy Advisory No. 584 and 585 EEAG, EEAG-R — Student Transportation in Private Vehicles and EEB — Business and Personnel Transportation Services.

These documents have been modified to include language requiring that school district employees or Governing Board members, prior to any use of private vehicles to either embark on business/personnel transportation or to transport students, acknowledge that the employee or Governing Board Member's automobile insurance is the primary coverage and that proof of insurance must be given to the district prior to such transportation being initiated.

No changes have been made since the First Presentation on June 20, 2017.

Mr. Masden moved, Mr. Ward seconded, to approve Item 5.2 as presented.  
ROLL CALL VOTE: Ward: YES, Rooney: YES, Masden: YES, Cohen: YES

## 6. New Business (Action Items)

### 6.1 Approval of Expenditure of Insurance Proceeds for Fiscal Year 2017-18

Mr. Murray recommended that the Governing Board approve the expenditure of insurance proceeds during the fiscal year 2017-18.

According to A.R.S. 15-1103, this action is required to expend insurance proceeds which the district may receive in connection with insurance recoveries. At this time, we do not know what those losses/recoveries may be; however, this action prepares the district for event(s) that may occur.

Mr. Masden moved, seconded by Mr. Rooney, to approve item 6.1 as presented.

ROLL CALL VOTE: Ward: YES, Masden: YES, Rooney: YES, Cox: YES, Cohen; YES

### 6.2 Approval of Disposition of Litigation Proceeds for Fiscal Year 2017-17

Mr. Murray recommended the Governing Board approve the disposition of litigation proceeds during the fiscal year 2017-18.

According to A.R.S. 15-1107, this action is required to expend litigation recovery proceeds which the district may receive in connection with litigation recoveries. At this time, we do not know what those recoveries may be; however, this action prepares the district for event(s) that may occur.

Mr. Ward moved, seconded by Mr. Rooney, for approval of Item 6.2 as presented.

ROLL CALL VOTE: Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

### 6.3 Approval to Adopt Expenditure Budget for 2017-18

Mr. Murray recommended the Governing Board approve the adoption of the total budget for the fiscal year 2017-18 in the amount of \$50,806,144.

Per A.R.S. §15-905, the Governing Board must adopt and send a copy of the Adopted Budget to the County School Superintendent no later than July 18, 2017. The Total Aggregate School District Budget Limit cannot be exceeded unless through a revision. The \$37,406,732 budget limit is for maintenance and operation, classroom site, and district additional assistance categories. Please review the attached summary page for the explanation of the \$50,806,144 budget figure.

Mr. Ward moved, seconded by Mr. Rooney, to approve Item 6.3 as presented.

Mr. Masden asked what has been added or changed in that 15% window. Mr. Murray stated he has made no additions or changes. We are making every attempt to save in areas.

ROLL CALL VOTE: Ward: YES, Rooney: YES, Masden: YES, Cohen: YES

### 6.4 Attest that Adopted Budget Meets the Requirements of the 1.06% Teacher Increase for 2017-18 Senate Bill 1522 provides for supplemental teacher pay for 2017-18

Mr. Murray recommended the Lake Havasu Unified school District #1 Governing Board attest that the 2017-18 adopted budget meets the requirements of the 1.06% increase.

Arizona school districts shall increase the salary of each teacher who taught at an Arizona district or charter school during 2016-17, and will teach at an Arizona school district or charter school during 2017-18, by 1.06%, based on their 2016-17 salary, including stipends and classroom site fund (Prop 301) payments. This shall be in addition to other salary increases that the teacher would have otherwise received during 2017-18.

Districts have been instructed that only teachers paid through function code "1000" are eligible to receive the 1.06% increase. Function 1000 includes the activities dealing directly with the interaction between teachers and students. Certified Staff who are identified in the USFR as offering Support Services in Function 2000 or any other Function include Attendance, Guidance, Health, Psychological, Speech and Audiology, OT/PT, Academic Coach and teachers on assignment and, unfortunately, are **not** eligible for the 1.06% increase as defined by the State and Auditor General's Office.

Funding shall cover a 1.06% salary increase plus the amount needed to pay the employer share of related increases to the Arizona State Retirement System. The Arizona Department of Education shall add the computed cost for the 1.06% increase, plus allowable employer benefit increases, to the base support level that otherwise would be computed for fiscal year 2017-18.

Monies that a school district receives from the 1.06% increase, and related benefits, shall be included in the school district's general budget limit. District Governing Boards are required to attest that the adopted budget meets the requirements of the 1.06% increase and attest to the information provided regarding the 1.06% increase, through a separate vote. The calculated increase presented today is an estimated amount based on the data currently available. A revised budget will be presented to the Board, with finalized figures, prior to November 1, 2017.

The District's Business Office has notified teachers of the scheduled date and time of this action. The current plan is to either make one payment to teachers in December or perhaps split the payment into two, one in December and another in spring 2018.

A notice of public hearing was submitted to the Arizona Department of Education on June 28, 2017. A link was also posted on the District's website.

Mr. Ward moved, Mr. Rooney seconded, that Item 6.4 be approved as presented.

Mr. Masden stated that the State does not put money into teachers; however, although it isn't enough it is the first step in doing something for our teachers. A teacher commented that it is a start and we are blessed that we have our community support.

Mrs. Cohen stated that is great to have community support and we must continue to be transparent so they will continue to trust us. The Team put together a great package.

ROLL CALL VOTE: Masden: YES, Ward: YES Rooney: YES, Cohen: YES

#### 6.5 Approval of IGA between Crane Elementary School District and Lake Havasu Unified School District for the Purchase of Crane Elementary Dynamic Curriculum Strategies

Mr. Gardner recommended that the Board approve the IGA between Crane Elementary School District and Lake Havasu Unified School District created to purchase the Crane Elementary Dynamic Curriculum Strategies. The cost is estimated at \$7,500 for 2017-18.

The Arizona State Board of Education adopted the newly revised Arizona College and Career Ready Standards for Mathematics and English Language Arts in December of 2016. These newly revised standards are to be fully implemented by 2018-19, and the AzMERIT assessment will be aligned to these new standards by this time. In addition, new science and new social studies standards will likely be adopted in the very near future. Lake Havasu Unified School District will fully implement the new English Language Arts and Mathematics standards and use this 2017-18 transition year to provide requested and needed support and professional development to all staff.

Crane Elementary District Dynamic Curriculum Strategies will assist our district with this transition to the revised standards and provide us with a fully vetted and aligned resource that will provide teachers with valuable insights for planning their curriculum resources and instructional practices. Curriculum is defined as the resources used for teaching and learning standards. Our district controls the curricula adopted at a local level. The curricula are what are used to teach the standards. The standards are what a student needs to know, understand, and be able to do by the end of each grade. Standards build across grade levels in a progression of increasing understanding and through a range of cognitive demand levels. Instruction is the methods used by teachers to teach their students. Instructional techniques are employed by individual teachers in response to the needs of the students in their classes and based upon the identified standard and selected curriculum.

Using full time release Language Arts and Math specialists, Crane has taken each of the standards by subject and grade level, identified the skills required for mastery in each, identified the grade level standard below and above, identified the common misconceptions that students and teachers experience, and then identified the cognitive level (rigor) required in order to demonstrate mastery of the standard. In addition, each standard includes short, aligned formative assessments that may be utilized to see where students begin and end in their understanding after teachers have taught the standard. This allows each teacher to approach the teaching of a standard from the same basic understanding of what it means to actually have a student learn the standard, which will be especially useful to our teachers who are new to the profession. Crane's resource will enhance our district's curriculum and support one of our goals of retaining teachers by providing them with the information they need to be

successful in the classroom.

Crane's Dynamic Curriculum Strategies will assist our district in providing a comprehensive resource that will enhance our current curriculum and meet district-wide needs. All of the resources are available in one platform and are easily coordinated with the existing units and lessons that have been developed by our teachers. The platform, ATI, is one that we currently have access to, but have not utilized as a component of our Galileo system. Teachers and principals have called for a streamlined, comprehensive curriculum tool integrated with assessments, rather than having to search various folders in order to locate all of the available resources. Crane's development of this tool in one platform will assist us by providing a system to which we can add all of our existing resources and thus streamlining the lesson planning process and the district wide alignment of resources. This allows our teachers opportunities to teach strategically while saving teachers time.

This contract has been reviewed by legal.

Mr. Masden moved, seconded by Mr. Ward, to approve Item 6.5 as presented.

Teachers in attendance voiced their support once they understood from the presentation. They just ask that we inform more teachers so they will understand this is a resource only. Clarification was provided that the advantage will be having all our resources in one place and that will save our teachers hours. This will be a transition year; this tool is to provide a common understanding of the Arizona State Standards.

ROLL CALL VOTE: Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

#### 6.6 Approval of Renewal of Quality First Child Care Scholarships Provider Agreement Between Valley of the Sun United Way and Lake Havasu Unified School District - Little Knights and Smoketree Preschools

Mrs. Wolter recommended the Board approve the Quality First Child Care Scholarships Program Provider Agreements between Valley of the Sun United Way and LHUSD Little Knights and Smoketree Developmental Preschools.

Lake Havasu Unified School District Governing Board has previously given approval for participation of community Pre-Kindergarten programs through First Things First. Valley of the Sun United Way is the direct recipient of FTF funding and annual preschool scholarships are awarded through Quality First FTF through United Way to participating eligible programs. This agreement will be in effect pending final approval from July 1, 2017 through June 30, 2018 with consecutive yearly renewal options pending Quality First Star Rating and availability of FTF funding.

This agreement has been reviewed by legal.

Mr. Madsen moved, seconded by Mr. Rooney, to approve Item 6.6 as approved.

ROLL CALL VOTE: Masden: YES, Rooney: YES, Ward: YES, Cohen: YES

#### 6.7 Approval of Student Activity Funds and Auxiliary Funds

Mr. Murray recommended that the Board approve the Student Activity Funds and Auxiliary Funds in the amounts listed.

Student Activity Funds for K-8 for May 2017 /\$31,880.84

Student Activity Funds for 9-12 for May 2017 / \$214,677.41

Auxiliary Funds for May 2017 / \$842,114.87

Mr. Ward moved, seconded by Mr. Rooney, to approve Item 6.7 as presented.

ROLL CALL VOTE: Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

#### 7. Informational

\* Governing Board Members - Congratulations to Mrs. Asseier for completed her first year.

8. Call to the Public - none

9. Communications - none

#### 10. Adjournment

Mr. Masden moved, seconded by Mr. Ward to adjourn at 6:20 p.m.

ROLL CALL VOTE Rooney: YES, Ward: YES, Masden: YES, Cohen: YES

Video of the entire meeting may be seen on the District website [[www.havasu.k12.az.us](http://www.havasu.k12.az.us)] under Governing Board.

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Minutes of the Regular Governing Board meeting of July 10, 2017 are approved as submitted.

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Nichole Cohen, Board President

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John Masden, Board Vice President